

1 *EndNote* Working With Other Word-Processors

An extension is available so that *EndNote* can work with *LibreOffice Writer*.

EndNote's library (both local on the desktop and online) for collecting and managing references is of course useful for researchers and authors regardless of their word-processor¹.

2 Showing the EndNote Toolbar in Writer

A Cite While You Write extension file for *Writer*, called **EndNote.OXT**, is supplied with *EndNote*. The location depends on the details of your installation, so you need to find where it is saved. A typical location is similar to: C:\Program Files (x86)\EndNote X7\Product-Support\CWYW\

In *LibreOffice Writer*, choose **Tools|Extension Manager**. In the dialog, click the **Add** button and browse to the location where you found the **.OXT** file. Choose the **.OXT** file and complete the steps to add the extension.

Next time you start *LibreOffice Writer*, an **EndNote** menu will appear near the **Tools** menu, and an **EndNote** toolbar will be showing – you may need to move the toolbar to a convenient location.

3 Inserting Citations in a Document

The features provided in *Writer* are similar to those provided in *Word*, although not everything from the *Word* add-in is available here. The following notes will get you started; for further detail, refer to the course materials written for using *EndNote* with *Word*.

You can use the tools on the toolbar or the **EndNote** menu, to cite works from an *EndNote* library.

- In *EndNote*, click (just once) on a reference that you plan to cite.
- In *LibreOffice Writer*, place your insertion point at the position where the citation is to appear. If the citation is to be in a footnote, first create a footnote using **Insert|Footnotes**, then ensure that the insertion point is placed in the footnote.
- On the EndNote toolbar in *LibreOffice Writer*, choose . A citation appears at the insertion point.
- A bibliography is built or updated automatically, and appended to the document.

¹ Read about further options in the ITLP Portfolio <http://portfolio.it.ox.ac.uk>

4 Formatting the Citations and Bibliography

At any point in the life of the document, you can change the output style. One output style is applied to each document. The choice of output style determines the appearance of any in-text citations, any citations in footnotes, and the bibliography.



offers a short list of output styles. If none of these is suitable, click the **Browse** button to see a longer list.